

**Notice of Funding Opportunity**  
**U.S Embassy Niamey, Niger**

The United States Embassy is looking for qualified Nigerien local organizations that will contribute to the U.S. Mission's efforts in promoting gender equality in a way that addresses the needs and challenges of adolescent girls, including those with physical disabilities, within a positive, nurturing, and supportive environment. The project should produce measurable results that contribute to USG strategic objectives.

**Source of Funding:** U.S Embassy Niamey, Niger

**Project Title:** Niger Integrated Gender Equality Advancement: Empowering Adolescent Girls for a more Prosperous and Stable Life

**Funding Opportunity Number:**

**Assistance Number:** 19.801

**Estimated Total Funding:** 850,000 US Dollars

**Funding Instrument:** Cooperative Agreement

**Due date for Applications:** May 23, 2016

**Last date for questions:** May 15, 2016

**Expected Period of Performance:** September 01, 2016-February 28, 2018

**Note:** Eligibility for this Notice of Funding Opportunity (NOFO) is limited to local Nigerien Non-Governmental Organizations. Funds will be allocated to more than one recipients based on the proposed activities.

Interested parties may send applications to the American Embassy Niamey or via e-mail to [Niameygrants@state.gov](mailto:Niameygrants@state.gov) **No later** than COB Monday May 23, 2016.

Attention: Mireille Gbetholancy-Kun, Gender Focal Point.

**Executive Summary:**

U.S. Embassy Niamey announces a Notice of Funding Opportunity (NOFO) for a new program to empower vulnerable adolescent girls to become change agents in their communities through capacity building and leadership development trainings. The program will support the following activities:

- Empowering adolescent girls including those with physical, visual and hearing disabilities through capacity building with adequate educational equipment and Income Generating Activities.
- Changing the mindset of adolescent girls through leadership and information trainings.
- Provide English language training for girls with disabilities
- Improve educational access to children with sight or hearing difficulties by providing training for trainers
- Reduce the stigmatization of youth with disabilities by holding inclusive activities and providing programming involving positive role models with disabilities
- Support, staff, and equip a youth center with adequate learning material
- Support, staff, and equip vocational training

FY 2016 Economic Support Funds (ESF) will be awarded under this NOFO.

The initial period of performance will be for 18 months. Funding authority rests in the Foreign Assistance Act of 1961, as amended.

All applicants should be familiar with OMB Circular 2 CFR Part 200.

Contact Person: Mireille Gbetholancy-Kun, Grants Unit Manager/Gender Focal Point

Please read the entire NOFO package before submitting an application. Applications that are submitted after the deadline and do not, meet the eligibility criteria and/or do not contain all of the required information will not be considered.

## **Program Description**

### **A. Funding Opportunity Description**

#### **i. Background**

In June 2014, Secretary Kerry released policy guidance on "Promoting Gender Equality and Advancing the Status of Women and Girls" under the Full Participation Fund (FPF).

This project directly supports the U.S. government's foreign policy goal of "*Empowering adolescent girls by addressing the specific challenges faced by girls, investing in girls' ongoing education, and addressing harmful traditional practices, such as early and forced marriage and female genital mutilation/cutting*" and the Integrated Country Strategy of the U.S Mission in Niger to assist Nigeriens in development and socio-economic opportunities.

## **ii. Program Goals**

This project aims to address the needs and challenges of adolescent girls, including those with physical disabilities, within a positive, nurturing, and supportive environment. In its 18-month period of performance, the project will target adolescents of both gender, to allow them to fully contribute to the development of their country.

The project will target capacity-building, raising awareness among participants about their human rights and legal rights, providing skills training for income-generating activities, and developing leadership skills. Community awareness campaigns will be held to emphasize the importance of girls' education, target the reduction of gender-based violence, and emphasize the benefits of delaying marriage.

**Objective One:** Provide opportunities and growth experiences that will enable participants to become independent, self-sufficient and confident young women.

**Objective Two:** Provide assistance to adolescents with physical, visual and hearing disabilities to reach their full potential.

**Objective Three:** Create a network for adolescent girls to ensure sustainability.

## **iii. Main Activities**

- **Empowering adolescents with physical, visual and hearing disabilities.** The main objective of this activity is to strengthen the capacity of and offer opportunities for young girls with disabilities. The project will provide Instruction and educational materials that are adapted to best support girls with special needs. The beneficiaries will have access to income generating activities and access to role models and integrated activities.
- **Changing the mindset of adolescent girls:** This two-fold activity will prepare young girls aspiring to leadership roles to receive adequate trainings such as public speaking, project management and decision making. The young girls will also be trained in income generating activities and access to business start-up funds will be provided to both rural and urban girls.

It will also raise awareness among adolescent girls, teachers and other stakeholders about the importance of girls' access to education , the impact of gender- based violence, and early/forced marriage, so as to allow these girls to become change agents in their communities and on the national level.

- **Youth Resource Centers:** Two resource centers one in Niamey and one in Maradi or Zinder equipped with computers, copy machines, printers and learning materials will be a location for youth to study, learn, and create. The Centers will also be used to host speakers and educational/sociocultural programming.
- **Vocational training:** Vocational training will strengthen the skills and entrepreneurial foundation of youth. Subject-matter trainers will be hired for the period of the project.

**iv. Expected Results and Performance Indicators**

<b>Project Goal:</b> Empower adolescent girls to become change agents in their communities.						
<b>Objective 1:</b> Provide opportunities and growth experiences that will enable them to become independent, self-sufficient and confident young women.						
Results Indicators:			Baseline	Target	Data Source	Sex/Age Disaggregation
1a	Number of adolescent girls trained		0	330	Pre and post surveys; follow-up phone interviews	Female 10-18
Activity No.	Activity	Output Indicator	Baseline	Target	Data Source	Sex/Age Disaggregation
1.1	Income generating activities	Number of income generating trainings held over the 1.5	0	10	Training modules, receipts; meeting	Adolescent girls 10-18

		years project			discussion and post review	years old	
		Number of training participants	0	330	Pre and post training survey		Quarterly / end of project
1.2	Leadership Trainings	Number of leadership trainings held during the life of the project	0	10	Training modules, receipts; meeting discussion and post review		Quarterly / end of project
		Number of training participants	0	30	Pre and post training survey	Adolescent girls 10-18 years old	Quarterly / end of project
1.3	Equipment for the Resource Centers	Number of computers	0	24	Receipts		Quarterly / end of project
		Number of Printer/ copier/ tables etc.	0	60	Receipts		Quarterly / end of project

<b>Objective 2:</b> Provide assistance to physically challenged and visually impaired young girls to reach their full potential						
Results Indicators			Baseline	Target	Data Source	Sex/Age Disaggreg
						Frequency

						ation	
2a	Training modules, equipment and learning material for physically challenged and visually impaired		0	150	Receipts		Quarterly / end of project
2b	Number of physically and visually impaired adolescent young girls trained		0	30	Pre and post survey	Adolescent girls 10-18 years old	Quarterly / end of project
Activity No.	Activity	Output Indicator	Baseline	Target	Data Source	Sex/Age Disaggregation	Frequency
2.1	Income generating Activities and leadership training	Completion of needs assessment	0	13	Formal receipts; meeting discussion; and post review	Adolescent girls 10-18 years old	Quarterly / end of project
2.2	Vocational Centers	Number of classes received	0	18 months period classes	Formal receipts; meeting discussion; and post		Before, during and after the project

					review		
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Objective 3: Create a network for adolescent girls to ensure sustainability							
Results Indicators			Baseline	Target	Data Source	Sex/Age Disaggregation	Frequency
3a	Number of adolescent girls part of network		0	500		Adolescent girls 10-18 years old	During and after the project
3b							
Activity No.	Activity	Output Indicator	Baseline	Target	Data Source	Sex/Age Disaggregation	Frequency
3.1	Network Meeting with all participants	Number of Participants part of the network	0	500	Pre and post survey	Adolescent girls 10-18 years old	During and after the project



## **B. Federal Award Information**

### **i. Available Funding and Legislative Authority**

The source of this funding is Economic Support Funds.

### **ii. Summary of Award Information**

Type of Award:	Cooperative Agreement
Appropriated Fiscal Year of Funds:	FY 2015-2016
Approximate Total Funding:	850,000 US dollars
Approximate Number of Awards:	7-10
Anticipated Award Date:	September 01, 2016
Anticipated Project Completion Date:	February 28, 2018

### **iii. Deadline**

Deadline for Applications:	May 23, 2016
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## **C. Eligibility Information**

Applications by applicants which do not meet the eligibility by the time of an application deadline will result the application not being reviewed.

1. Eligible Applicants: Eligibility for this NOFO is limited to local Nigerienne Non-Governmental Organizations. Funds will be allocated to more than one recipients based on the proposed activities.
2. Cost-Sharing or Matching – encouraged, but will not be a factor for consideration in the panel review criteria. Applicants should show any cost share in the budget proposal.
3. Other: English translation fees will be reimbursed to winning awards.

## **D. Application and Submission Information**

**Eligible Applicants:** Nigerien local NGOs.

**DUNS Number:** Prospective applicants must have a valid Dun and Bradstreet (DUNS) number as well as a current Central Contractor Registration ([www.sam.gov](http://www.sam.gov)) – this registration process can take weeks.

**Funding Instrument:** Cooperative Agreement

**Important:** Email Subject line should read: “2016 Niger Integrated Gender Equality”

**How to Apply:** Interested parties may send applications to the U.S. Embassy Niamey or via e-mail to [Niameygrants@state.gov](mailto:Niameygrants@state.gov) **No later** than 1:00pm Monday May 23, 2016

**Attention:** Grants Unit

## **1. Address to Request Application Package**

The following attached templates should be used by grantees when responding to the NOFO.

- Grantee Narrative Template and Instructions
- Grantee Budget Template and Guidance
- Grantee Budget Narrative and Instructions
- Grantee Monitoring and Evaluation Template and Guidance
- Grantee Implementation Timeline Template

Send all requests for Application package to: [Niameygrants@state.gov](mailto:Niameygrants@state.gov)

## **2. Content and Form of Application Submission**

Please read the entire NOFO and follow the guidelines for proposal preparation below. Applicants must include the following in the proposal submission.

**All submissions must be in English.**

1. Table of Contents that lists application contents and attachments (if any);
2. Completed and signed SF-424, SF-424A and SF424B, as directed on [www.grants.gov](http://www.grants.gov). The Certifications and Assurances that your organization is agreeing to in signing the 424 are available at <https://www.statebuy.state.gov/fa/pages/home.aspx>;
3. If your organization engages in lobbying activities, a Disclosure of Lobbying Activities (SF-LLL) form is required;
4. Proposal Narrative (not to exceed 10 pages, single-spaced, 12 point Times New Roman font in Microsoft Word, at least one-inch margins), following the structure described below. The proposal narrative should identify inputs, outputs, and outcomes of the proposal activities, timelines, and any qualitative or quantitative

- targets, and impact.
5. Summary and detailed Budget in USD, in Excel, using the format shown in the budget template;
  6. Detailed Budget Narrative (not to exceed 6 pages) that includes an explanation for each line item in the spreadsheet, as well as the source and description of any cost share offered;
  7. Monitoring and Evaluation Plan detailing how the project's impact and effectiveness will be monitored and evaluated throughout the project, using the attached template.
  8. Attachments may be included, (letters of commitment from the applicant institution and sub-award partners, CVs of key personnel, project experience, etc.) but should not be unreasonably lengthy; see NOFO for details on required attachments, if any;
  9. If your organization has a negotiated indirect cost rate agreement (NICRA) and includes NICRA charges in the budget, include your latest NICRA as a pdf file;
  10. A PDF file copy of your organization's most recent financial audit;
  11. Number all pages, including budget and addenda.

Applicants under consideration for an award will likely be subject to a pre-award survey to determine fiscal responsibility and ensure adequacy of financial controls. This survey contains a list of criteria for determining whether the applicant's accounting system meets the minimum standards to be eligible for USG funding. These standards include appropriate accounting software and written financial management policies and accounting procedures. The pre-award survey will involve assessing the extent to which these are in place within an organization and being actively implemented.

### **3. Unique Entity Identifier and SAMS**

The System for Award Management is a U.S.-government wide registry of vendors doing business with the U.S. federal government and requires annual renewal. The system centralizes information about grant applicants/recipients, and provides a central location for grant applicants/recipients to change organizational information. More information about [SAM.gov](http://SAM.gov) and useful guides for setting-up a new account, updating an existing account, or renewing an expired account can be found at:

<http://statebuy.state.gov/fa/Pages/SAMInfo.aspx>. Foreign-based applicants are strongly encouraged to review these guides when creating an account with [SAM.gov](http://SAM.gov).

Each applicant is required to: (i) Be registered in [SAM.gov](http://SAM.gov) before submitting its application; (ii) provide a valid unique entity identifier in its application; and (iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. The Department of State may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Department of State is ready to make a Federal award, DOS may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

Further, applicants must maintain an active account, with current information, while its application is under consideration for funding. To keep an active [SAM.gov](http://SAM.gov) account, applicants must renew it at least once each year. If an organization's account expires, the organization cannot submit a grant application until it is renewed.

**4. Submission Method and Dates:** Completed applications should be submitted electronically through [Niameygrants@state.gov](mailto:Niameygrants@state.gov) by May 23, 2016.

**Please follow all NOFO instructions carefully and start early to ensure you have time to collect all of the required information.** All applications must be submitted by May 23, 2016. Applications received after the deadline will not be considered, unless a late filing has been approved in advance by the Department of State.

**5. Funding Restrictions:** The following activities and costs are not covered under this announcement:

- Construction is not an allowable activity under this award.
- Activities that appear partisan or that support individual or party electoral campaigns;
- Direct support or the appearance of direct support for any religious organization, to include repair or building of structures used for religious purposes.
- Military assistance of any kind, including weapons buy back or rewards programs.
- Purchase of firearms, ammunition, or removal of unexploded ordnances.
- Para-police (i.e., militias, neighborhood watch, security guards) and prison-related projects. This restriction includes no funding of any secondary need in a law-enforcement organization.
- Payments for any partner government, military or civilian government employee salary or pension.
- Vehicle purchases to include motorcycles. (However, farm equipment, such as small tractors, and transportation costs will be considered.)
- Duplication of services immediately available through municipal, provincial, or national government.
- Funds for market research, advertising (unless public service related to grant program) or other promotional expenses.
- Expenses made prior to the approval of a proposal or unreasonable expenditures will not be reimbursed.

## **E. Application Review Information**

### **1. Criteria**

Proposal Narrative:

Budget:

**i. Criteria Components**

- 1. Executive Summary*
- 2. Organizational Capacity and Past Performance*
- 3. Program Strategy*
- 4. Performance Monitoring and Evaluation*
- 5. Management Plan*

**ii. Budget Components**

- 1. Budget Appropriateness*
- 2. Cost-effectiveness*

**2. Review and Selection Process**

**3. Designated Performance and Integrity System (currently FAPIIS)**

The Department of State, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313).

The applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.

The Department of State will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in §200.205 Federal awarding agency review of risk posed by applicants.

## **F: Federal Award Administration Information**

### **1. Award Notices**

The grant shall be written, signed, and awarded by the Grants Officer and administered by both the Grants Officer and the Grants Officer Representative. The Grants Officer is the Government official delegated the authority by the U.S. Department of State Procurement Executive to write, award, and administer grants and cooperative agreements. The assistance award agreement is the authorizing document, and it will be provided to the Recipient through either mail or facsimile transmission. Organizations whose applications will not be funded will also be notified in writing.

Issuance of this NOFO does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for costs incurred in the preparation and submission of proposals. Furthermore, the Government reserves the right to reject any or all proposals received.

### **2. Administrative and National Policy**

Prior to submitting an application, applicants should review all the terms and conditions and required certifications that will apply to this award to ensure they will be able to comply. The terms and conditions are available on the State Department's procurement website at: <https://www.statebuy.state.gov/fa/Pages/TermsandConditions.aspx>

Applicants should also be familiar with the OMB circular that will apply to this cooperative agreement: OMB Uniform Guidance: Cost Principles, Audit, and Administrative Requirements for Federal Awards (2 CFR Chapter I, Chapter II, Part 200, et al.)

### **3. Reporting Requirements**

The Recipient, at a minimum, shall provide financial, progress, and final reports. Please note that all substantiating documentation supporting reporting and data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Department of State upon request. All reports must be written in English.

#### **i. Financial Reports**

The Recipient is required to submit quarterly financial reports throughout the project period, using Form FFR SF-425, the Federal Financial Report form, as well as forms suggested by the Grants Officer Representative. Form FFR (SF-425) can be found on State Department's website here: <https://www.statebuy.state.gov/fa/Pages/Forms.aspx>. Financial reports are due 30 days after the end of each fiscal year quarter.

#### **ii. Progress Reporting**

While the grantee will be in frequent contact with the U.S Embassy concerning the project details, the grantee is required to submit quarterly program progress reports using

page 1 of Form SF-PPR Performance Progress Report, which can be found at State Department's website <https://www.statebuy.state.gov/fa/Pages/Forms.aspx> as well as forms suggested by the Grants Officer Representative (GOR). The U.S Embassy Niamey, Niger (Grant Officer Representative) may provide a more detailed reporting template. Progress reports are due 30 days after the end of the quarterly reporting period.

**iii. Final Report**

The final report will be due no later than ninety days after completion or termination of all project activities. The Final Report shall include the following elements: executive summary, successes, outcomes, how the project has increased science capacity in the regions selected and addressed the other goals of the project, and a final financial report.

**G: Agency Contact**

Any prospective applicant who has questions concerning the contents of this NOFO should email them to [Niameygrants@state.gov](mailto:Niameygrants@state.gov). Note that once the NOFO deadline has passed Department of State staff in Washington, D.C. and overseas at U.S. Embassies/Missions may not discuss this competition with applicants until the review process has been completed.